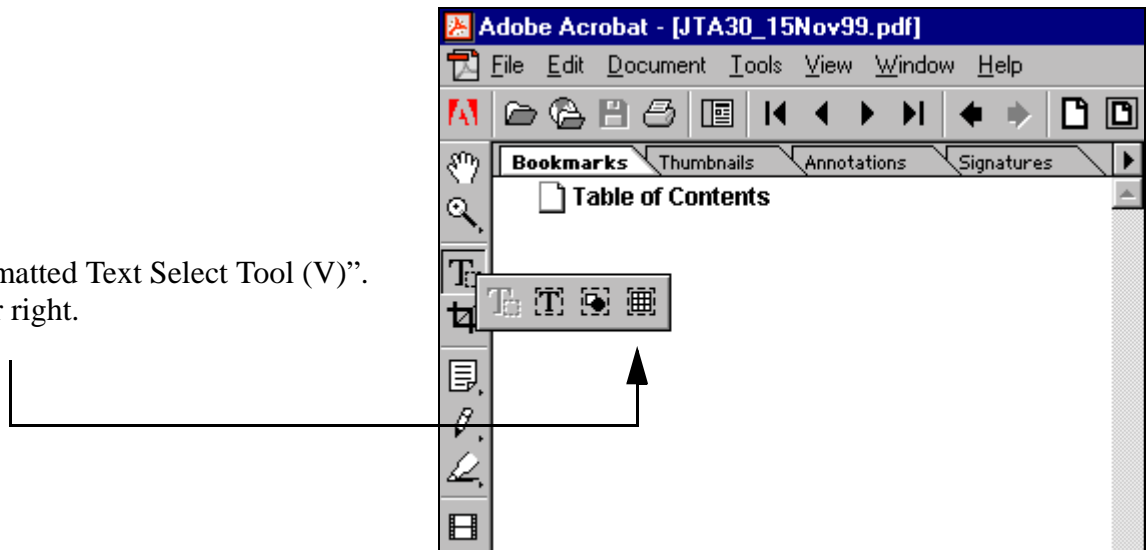# The "How to Guide" to selecting, copying, and editing text within Adobe Acrobat 4.0

Select the "Table/Formatted Text Select Tool (V)".
It is the tool on the far right.

This tool will let you crop any portion of text on the current page.
Draw the green box around the text and let go.
It will highlight the text selected.
Copy text. "Ctrl-C"

Select the "Notes Tool (S)"
Far left button.

Click to open the Notes Tool.
Paste the text. "Ctrl-V"

Also, you can paste the text in
another application like
Microsoft Word.

2.4.2.5 Information-Exchange Standards

JTA Secretariat

Edit text in this box and when you are finished close the button on the upper left.

Section 2.2.2.2.1.4 for Data Interchange Services.

In distributed databases, other types of data messaging may be used as long as they remain DDDS-compliant.

2.4.2.5.2 Tactical Information-Exchange Standards

The message standards below are joint/combined message standards that provide for the formatted transfer of information between systems. Although it must be recognized that the J-Series Family of TDLs and the USMTF Standards are not model-based and therefore do not meet the goals of standard information exchange, they must be recognized as existing standards. As more systems are developed using logical data models and standard data elements, these message standards must evolve to be data model-based if they are to continue to support joint automated systems. In distributed databases, other types of data messaging may be used as long as they remain DDDS-compliant.

Edit your text.
Close the window in
the upper left.

When you close the Notes Tool it will create a yellow icon which can be dragged anywhere. Place the Icon next to the text you just edited.

WARNING
You can make unlimited Notes.
Be very careful not to accidentally click in the document. It will make a new Note every time you click.
You can delete a Note by clicking on the Note icon and pressing delete.

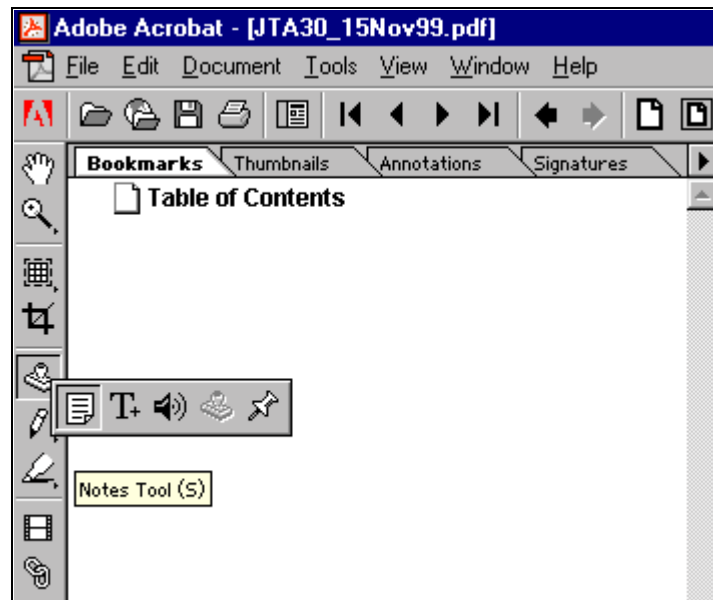**2.4.2.5 Information-Exchange Standards**

2.4.2.5.1 Information-Exchange Standards Applicability

Information-Exchange Standards refer to the exchange of information among mission-area applications within the same system or among different systems. The scope of information-exchange standards follows:

- The exchange of information among applications using shared databases or formatted message structures shall be based on the logical data models developed from identifying information requirements through activity models, where appropriate. The data model identifies the logical information requirements, which shall be developed into physical database schemata and standard data elements.

- The standard data elements shall be exchanged using the data-management, data interchange, and distributed-computing services of application platforms. (Refer to Section 2.2 for further guidance on these services.) The goal is to exchange information directly between information systems, subject to security classification considerations.

- Information exchange between systems using object-oriented interface definitions can be based on object models depicting those interfaces and the functional dependency of those interfaces. With object models, standard data elements are typically associated with the atomic data attributes that represent shared data.
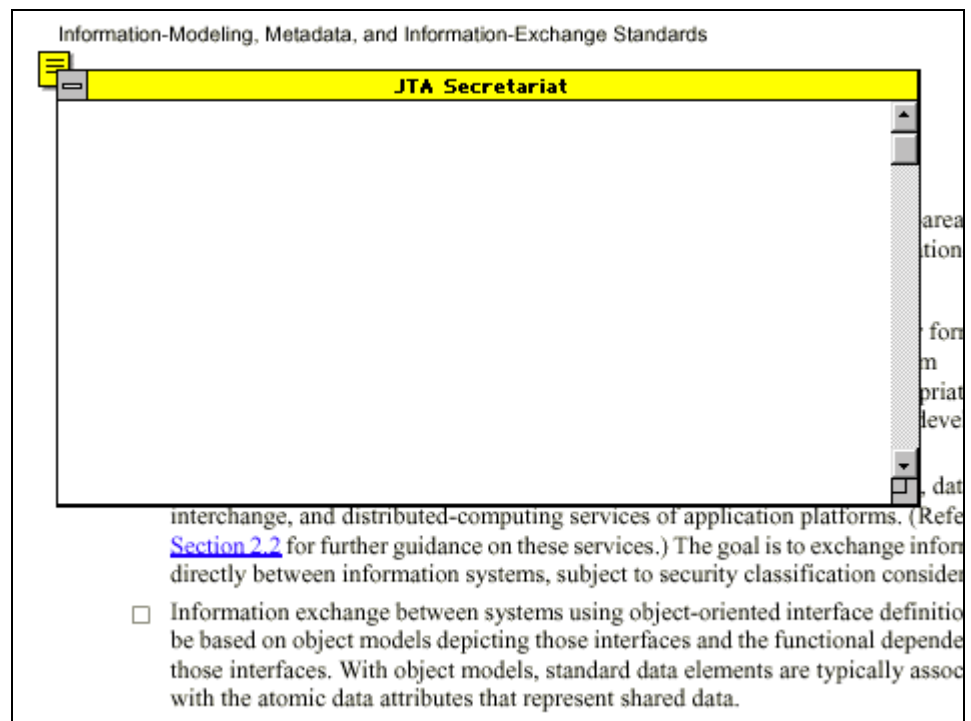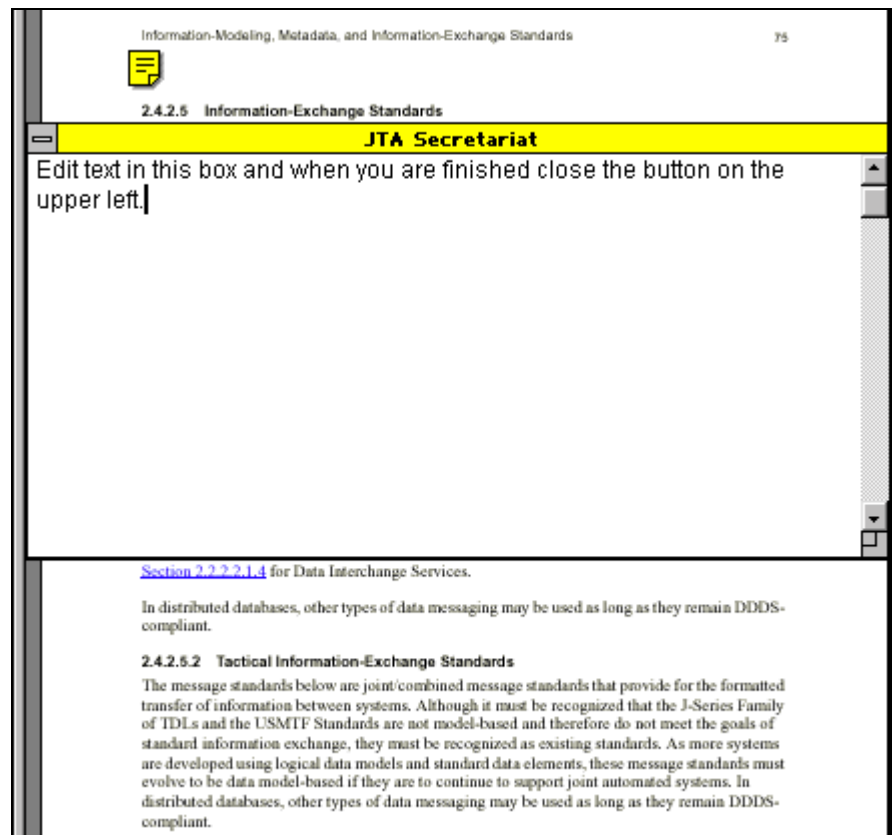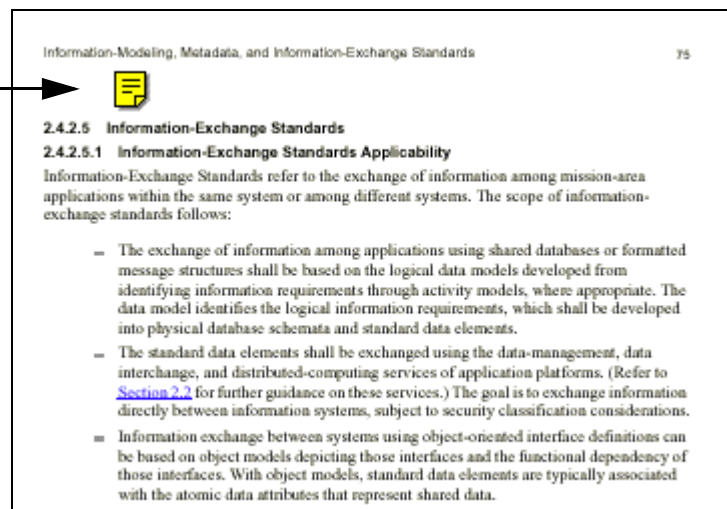
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